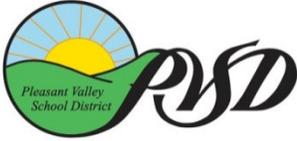

PARENTS' RIGHTS AND RESPONSIBILITIES
Annual Notification for 2017-2018 School Year



Pleasant Valley School District

Dear Parents:

On behalf of the Pleasant Valley School District, Board of Trustees and Administration, welcome to the 2017-2018 school year.

The employees of our District recognize the importance of providing a safe and effective learning environment for all of our students. The information that follows is intended to inform you of your rights and those of your child, as well as our responsibility to ensure the safety of the students in our care. Please review this material carefully and contact the staff at your child's school if you have any questions.

Providing an effective learning environment goes beyond physical safety. To ensure that your child gets the most out of his or her time in school, I encourage you to communicate regularly with the school staff and become actively involved in your child's activities at school. We value your participation and welcome your feedback.

Please acknowledge receipt and review of this document no later than Friday, September 1, 2017.

I look forward to another great year in the Pleasant Valley School District.


Angelica M. Ramsey, Ed.D.
Superintendent

PLEASE READ THIS DOCUMENT AND COMPLETE ONLINE ACKNOWLEDGEMENT.

This notice is available in Spanish in every school office, at the District Office and on our web page.

Este folleto está disponible en Ingles en cada oficina de las escuelas, en las Oficinas del Distrito y en nuestra página electrónica.

**ANNUAL NOTIFICATION OF PARENT OR GUARDIAN
for 2017-2018 School Year**



Pleasant Valley School District

KEY TO CODE AND REGULATION SECTION ABBREVIATIONS

<u>ABBREVIATION</u>	<u>COMPLETE TITLE</u>
EC	California Education Code
CC	Civil Code
5 CCR	Title 5, California Code of Regulations
HSC	California Health and Safety Code
PC	California Penal Code
VC	California Vehicle Code
WIC	California Welfare and Institutions Code
34 CFR	Title 34, Code of Federal Regulations
40 CFR	Title 40, Code of Federal Regulations
USC	United States Code

The notice shall be provided at the time of registration for the first semester or quarter of the regular school term. The notice may be provided using any of the following methods:

- By regular mail.
 - If a parent or guardian requests to receive the notice in electronic format, by providing access to the notice electronically. Notice provided in electronic format shall conform to the requirements of Section 48985.
 - By any other method normally used to communicate with the parents or guardians in writing.
-

PARENT INVOLVEMENT and RIGHTS

PARENT INVOLVEMENT POLICY

The Pleasant Valley School District recognizes that when schools and parents form strong partnerships our children's potential for educational success improves significantly. Teachers and school administrators become more aware of parent and community expectations and may implement their suggestions regarding programs and operations. Parents learn the scope of the school's instructional program and set high expectations for their children. As a result, schools can better focus on student growth and success. Schools have the responsibility to involve parents in this partnership. Therefore, the PVSD supports a variety of parent-involvement programs that require schools to involve parents at all grade levels in a broad range of roles. All of these programs are coordinated through each individual school site. (PVSD BP 6020)

PARENTAL RIGHTS

EC Section 51101 provides that parents/guardians of pupils enrolled in public schools have the right to work together in a mutually supportive and respectful partnership with schools to help their children succeed. Parents/guardians have the right to:

- 1) Within a reasonable period of time after making the request, to observe their child's classroom(s);
- 2) Within a reasonable period of time of their request, to meet with their child's teacher(s) and the principal;
- 3) Volunteer, under the supervision of District employees, their time and resources for the improvement of school facilities and programs;
- 4) Be notified on a timely basis if their child is absent from school without permission;
- 5) Receive the results of their child's performance on standardized and statewide tests and information on the performance of their child's school on standardized statewide tests;
- 6) Request a particular school for their child and to receive a response (the District does not have to grant the request);
- 7) Have a school environment for their child that is safe and supportive;
- 8) Examine the curriculum materials of any class in which their child is enrolled;
- 9) Be informed of their child's progress in school and of the appropriate school personnel to contact should a problem arise with their child;
- 10) For parents/guardians of English learners, to support their child's advancement toward literacy
- 11) For parents/guardians of English learners, to be informed, through the school accountability report card, about statewide and local academic standards, testing programs, accountability measures and school improvement efforts
- 12) To have access to school records of their child;
- 13) Receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish;
- 14) Be informed in advance about school rules, attendance policies, dress codes, and procedures for visiting the school;
- 15) To be notified as early in the year as practicable if their child is identified as being at risk of retention and their right to consult with school personnel regarding any decision to promote or retain and to appeal a decision to promote or retain.
- 16) Receive information about any psychological testing the school does involving their child and to deny permission to give the test;
- 17) To refuse to submit or to participate in any assessment, analysis, evaluation or monitoring of the quality or character of the student's home life, any form of parental screening or testing, any nonacademic home-based counseling program, parent training, or any prescribed family education service plan and to inspect any survey collecting personal information;

-
-
- 18) Participate as a member of a parent advisory committee, school site council, or site-based management leadership team, in accordance with any rules and regulations governing membership in these groups;
 - 19) To question anything in their child's record that the parent/guardian feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school.
 - 20) To provide informed, written parental consent before their child is tested for a behavioral, mental or emotional evaluation. A general consent, including medical consent used to approve admission to or involvement in, a special education or remedial program or regular school activity, shall not constitute written consent for these purposes.

NOTICE AT BEGINNING OF TERM OR RIGHTS AND RESPONSIBILITIES; REQUIRED CONTENT (EC48980)

- (a) At the beginning of the first semester or quarter of the regular school term, the governing board of each school district shall notify the parent or guardian of a minor pupil regarding the right or responsibility of the parent or guardian under Sections 35291, 46014, 48205, 48207, 48208, 49403, 49423, 49451, 49472, and 51938 and Chapter 2.3 (commencing with section 3255) or Part 19 of Division 1 of Title 1.
- (b) The notification also shall advise the parent or guardian of the availability of individualized instruction as prescribed by Section 48206.3, and the program prescribed by Article 9 (commencing with Section 49510) of Chapter 9.
- (c) The notification also shall advise the parents and guardians of all pupils attending a school within the school district of the schedule of minimum days and pupil-free staff development days, and if minimum or pupil-free staff development days are scheduled thereafter, the governing board of the *school* district shall notify parents and guardians of the affected pupils as early as possible, but not later than one month before the scheduled minimum or pupil-free day.
- (d) The notification also may advise the parent or guardian of the importance of investing for future college or university education for their children and of considering appropriate investment options including, but not limited to, United States savings bonds.
- (e) The notification shall advise the parent or guardian of the pupil that each pupil completing grade 12 is required to successfully pass the high school exit examination administered pursuant to Chapter 9 (commencing with Section 60850) of Part 33. The notification shall include, at a minimum, the date of the examination, the requirements for passing the examination, and shall inform the parents and guardians regarding the consequences of not passing the examination and shall inform parents and guardians that passing the examination is a condition of graduation.
- (f) Each school district that elects to provide a fingerprinting program pursuant to Article 10 (commencing with Section 32390) of Chapter 3 of Part 19 of Division 1 of Title 1 shall inform parents or guardians of the program as specified in Section 32390.
- (g) The notification also shall include a copy of the written policy of the school district on sexual harassment established pursuant to Section 231.5, as it relates to pupils.
- (h) The notification shall advise the parent or guardian of all existing statutory attendance options and local attendance options available in the school district. This notification component shall include all options for meeting residency requirements for school attendance, programmatic options offered within the local attendance areas, and any special programmatic options available on both an interdistrict and intradistrict basis. This notification component also shall include a description of all options, a description of the procedure for application for alternative attendance areas or programs, an application form from the school district for requesting a change of attendance, and a description of the appeals process available, if any, for a parent or guardian denied a change of attendance. The notification component also shall include an explanation of the existing statutory attendance options including, but not limited to, those available under Section 35160.5, Chapter 5 (commencing with Section 46600) of Part 26, and subdivision (b) of Section 48204. The department shall produce this portion of the notification and shall distribute it to all school districts.

-
-
- (i) It is the intent of the Legislature that the governing board of each school district annually review the enrollment options available to the pupils within its district and that the school districts strive to make available enrollment options that meet the diverse needs, potential, and interests of the pupils of California.
 - (j) The notification shall advise the parent or guardian that a pupil shall not have his or her grade reduced or lose academic credit for any absence or absences excused pursuant to Section 48205 if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time, and shall include the full text of Section 48205.
 - (k) The notification shall advise the parent or guardian of the availability of state funds to cover the costs of advanced placement examination fees pursuant to Section 52244.
 - (l) The notification to the parent or guardian of a minor pupil enrolled in any of grades 9 to 12, inclusive, also shall include the information required pursuant to Section 51229.
 - (m) If a school district elects to allow a career technical education course to satisfy the requirement imposed by subparagraph (E) of paragraph (1) of subdivision (a) of Section 51225.3, the school district shall include, in the notification required pursuant to this section, both of the following:
 - (1) Information about the high school graduation requirements of the school district and how each requirement satisfies or does not satisfy the subject matter requirements for admission to the California State University and the University of California.
 - (2) A complete list of career technical education courses offered by the school district that satisfy the subject matter requirements for admission to the California State University and the University of California, and which of the specific college admission requirements these courses satisfy.

CONTENTS OF NOTICE (EC 48983)

If any activity covered by the sections set forth in Section 48980 will be undertaken by the school during the forthcoming school term, the notice shall state that fact and shall also state the approximate date upon which any of such activities will occur.

ACTIVITIES PROHIBITED UNLESS NOTICE GIVEN (EC 48984)

No school district shall undertake any activity covered by the sections set forth in Section 48980 with respect to any particular pupil unless the parent or guardian has been informed of such action pursuant to this article or has received separate special notification.

Parents and guardians of enrolled students have the right to be included in the educational process and to have access to the system on behalf of their children. These rights are outlined in *EC 51101*. This section does not authorize a school to inform a parent or guardian, or to permit participation by a parent or guardian in the education of a child, if it conflicts with a valid restraining order, protective order, or order for custody or visitation issued by a court. (*EC 51100.02; PVSD BP 6020 and AR 5020*)

CLASSROOM INTERRUPTIONS (AR6116)

- All visitations/observations must be arranged in advance through the school office.
- Parents/guardians should go to school office when dropping off their child late, picking him/her up early, or bringing forgotten items.

NOTICES TO PARENTS IN LANGUAGE OTHER THAN ENGLISH; MONITORING; NOTICE TO SCHOOL DISTRICTS (EC 48985)

- (a) If 15 percent or more of the pupils enrolled in a public school that provides instruction in kindergarten or any of grades 1 to 12, inclusive, speak a single primary language other than English, as determined from the census data submitted to the department pursuant to Section 52164 in the preceding year, all notices, reports, statements, or records sent to the parent or guardian of any such pupil by the school or school district shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language.
- (b) Pursuant to subdivision (b) of Section 64001, the department shall monitor adherence to the requirements of subdivision (a) as part of its regular monitoring and review of public schools and school districts, commonly

known as the Categorical Program Monitoring process, and shall determine the types of documents and languages a school district translates to a primary language other than English, the availability of these documents to parents or guardians who speak a primary language other than English, and the gaps in translations of these documents.

- (c) Based on census data submitted to the department pursuant to Section 52164 in the preceding fiscal year, the department shall notify a school district, by August 1 of each year, of the schools within the school district, and the primary language other than English, for which the translation of documents is required pursuant to subdivision (a). The department shall make that notification using electronic methods.
- (d) The department shall use existing resources to comply with subdivisions (b) and (c).

PARENT RESPONSIBILITIES

Parents/guardians may support the learning environment of their children by: (*EC 51101*)

- 1) Monitoring attendance of their children
- 2) Ensuring that homework is completed and turned in on time
- 3) Encouraging their children to participate in extracurricular and co-curricular activities
- 4) Monitoring and regulating the television and online viewing by their children
- 5) Working with their children at home in learning activities that extend the classroom learning
- 6) Volunteering in their children's classroom(s) or for other school activities
- 7) Participating in decisions related to the education of their own children or the total school program as appropriate

ACCESS TO STUDENT RECORDS

PUPIL RECORDS

A cumulative record, whether recorded by handwriting, print, tapes, film, microfilm or other means, must be maintained on the history of a pupil's development and educational progress. The District will protect the privacy of such records. Parents/guardians have the right to 1) inspect and review the *pupil's* educational record maintained by the school, 2) request that a school correct records which they believe to be inaccurate or misleading, and 3) have some control over the disclosure of information from educational records. School officials with legitimate educational interests may access *pupil* records without parental consent as long as the official needs to review the records in order to fulfill his/her professional responsibility. Upon request from officials of another school district in which a *pupil* seeks or intends to enroll, the District shall disclose educational records without parental consent.

Parents' request to access their *pupil's* educational records must be submitted in a written form to the school principal and the school will have five (5) business days from the day of receipt of the request to provide access to the records. Copies of *pupil* records are available to parents for a fee of \$.25 per page.

Any challenge to school records must be submitted in writing to the Superintendent. A parent challenging school records must show that the records are 1) inaccurate, 2) an unsubstantiated personal conclusion or inference, 3) a conclusion or inference outside the observer's area of competence, 4) not based on the personal observation of a named person with the time and place of the observation noted, 5) misleading, or 6) in violation of the privacy or other rights of the *pupil*. Parents have the right to file a complaint with the United States Department of Education concerning an alleged failure by the District to comply with the provisions of the United States Family Educational Rights and Privacy Act (FERPA) by writing to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-4605.

(8th grade parents) Student data will be released to feeder high school districts without parental consent unless parents notify the district otherwise.

PUPIL RECORDS – DIRECTORY INFORMATION

Directory information includes one or more of the following items: student's name, address, telephone number, email address, date of birth, dates of attendance and the school most recently attended by the student. Pleasant

Valley School District will determine in advance which individuals, officials, or organizations may receive directory information.

No information may be released to a private-profit making entity other than employers, prospective employers and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. **Directory information may be disclosed without prior consent from the parent or legal guardian unless the parent or legal guardian submits a written notice to the school to deny access to his/her pupil's directory information. Parent must notify district in writing within 30 days of enrollment.** Directory information regarding a pupil identified as a homeless child or youth shall not be released unless a parent, or pupil given parental rights, has provided written consent that directory information may be released. (EC 49073)

ATTENDANCE OPTIONS / PERMITS

RESIDENCY

A minor between the ages of 6 and 18 years is subject to compulsory education and, unless exempted, must enroll in school in the school district in which the residence of either the parent or legal guardian is located

A pupil complies with residency requirements if his or her parent is transferred or is pending transfer to a military installation within the boundaries of the school district while on active military duty pursuant to an official military order. The school must accept enrollment applications by electronic means, and the parent must provide proof of residence within 10 days after the published arrival date provided on official documentation.

A pupil may also comply with the residency requirements for school attendance in a school district if he or she is any of the following:

- (1) Placed within the boundaries of the school district in a regularly established licensed children's institution or licensed foster home, or a family home following a commitment or placement under the Welfare and Institutions Code.
- (2) A foster child who remains in his or her school of origin.
- (3) An emancipated youth who resides within the boundaries of the school district.
- (4) Living in the home of a caregiving adult that is located within the boundaries of the school district.
- (5) Residing in a state hospital located within the boundaries of the school district
- (6) Living with a parent or legal guardian at his or her employment within the boundaries of the school district for a minimum of 3 days during the school week.

A school district may also deem a pupil as having complied with the residency requirements for school attendance in the school district if one or both the parents or legal guardians of the pupil are physically employed within the boundaries of the school district for a minimum of 10 hours during the school week. Once the student is deemed to comply with the residency requirements in this manner, the student does not have to reapply each year as long as at least one parent or legal guardian continues to be physically employed within the boundaries of the school district for a minimum of 10 hours during the school week. (EC 48200; EC48204, 48204)

INTRADISTRICT OPEN ENROLLMENT

Residents of the School District may apply to other schools within the District for their child to attend on a space available basis. Information on each school within the District is provided on the District website. Transportation to any other school is the responsibility of the parent. (EC 35160.5(b))

INTERDISTRICT ATTENDANCE

The parent or legal guardian of a pupil may seek release from the home district to attend a school in any other school district. School districts may enter into agreements for the interdistrict transfer of one or more pupils for a period of up to five years. The agreement must specify the terms and conditions for granting or denying transfers, and may contain standards of reapplication and specify the terms and conditions under which a permit may be revoked. Unless otherwise specified in the agreement, a pupil will not have to reapply for an interdistrict transfer, and the school board of the district of enrollment must allow the pupil to continue to attend the school in which he/she is enrolled.

A pupil who has been determined by personnel of either the home or receiving district, to have been the victim of an act of bullying, as defined in EC 48900(r), shall, at the request of the parent or legal guardian, be given priority for interdistrict attendance under any existing agreement or, in the absence of an agreement, be given additional consideration for the creation of an interdistrict attendance agreement. *(EC 46600 et seq.)*

DISTRICT OF CHOICE

Some school districts may choose to become a district of choice, that is, a district that accepts transfer students from outside the district under the terms of a resolution. A school board that decides to become a district of choice must determine the number of transfers it is willing to accept and make sure that students are selected through a “random and unbiased” process, which generally means a lottery process. Students must request transfer into a district of choice by January 1 of the prior school year. A modified application process is available for relocated military personnel. *(EC48300 et seq.)*

INSTRUCTION FOR PUPILS WITH TEMPORARY DISABILITIES

A pupil with a temporary disability, which makes attendance in the regular day classes or the alternative educational program in which the pupil is enrolled impossible or inadvisable may receive individualized instruction provided in the pupil’s home for one hour a day. Please contact the Student Services Department at (805) 445-8676. It is the responsibility of the parent or guardian to notify the school district in which the hospital is located of the presence of the pupil with a temporary disability. Upon receipt of the notification, the district will within five working days determine whether the pupil will be able to receive individualized instruction pursuant to *ED 48206.3* and if so, provide the instruction within five working days or less. *(EC 48206.3, EC 48207, EC 48208)*

VICTIM OF A VIOLENT CRIME

A student who becomes a victim of a violent criminal offense while in or on the grounds of a school that the student attends, has the right to transfer to another school within the district. The District has 14 calendar days to offer students the option to transfer. For more information, please contact the Student Services Department at (805) 445-8676. *(20 USC 7912)*

ATTENDANCE

Pleasant Valley School District urges parents to make sure their children attend school regularly and to schedule medical and other appointments after school or during school holidays. The District also asks that travel or other absences be avoided during the time school is in session. The higher the district’s daily attendance rate, the more a student will learn and the greater the amount of funding that the district will receive from the state for classroom instruction and academic programs. The school calendar is designed to minimize difficulties for families that plan vacations around traditional holiday periods, and thereby minimize student absences.

Following an absence, a student is required to bring a written excuse from home when returning to school. Illnesses, and doctor and dental appointments are considered excused absences. Absences without a written excuse are recorded as unexcused. *(BP/AR 5113)*

If it is necessary for parents to keep their children out of school for more than 5 days to travel or attend some special event, the District requests that an independent study agreement be set up between the child and the teacher. The independent study agreement provides children with lessons and activities to complete while away from school and helps to ensure that the students do not fall behind in their studies. The independent study agreement is given to the child and should be returned to the classroom teacher upon completion. Parents should provide the teacher with at least 72 hours’ notice prior to a child’s unavoidable absence from school for reasons other than illnesses.

EXCUSED ABSENCES

Pupils, with the written consent of their parents or guardians, may be excused from school in order to participate in religious exercises or to receive moral or religious instruction.

No pupil shall have his or her grade reduced or lose academic credit for any excused absence or absences, if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

If a child is absent from school, the parent must call the school within 72 hours. Students are expected to make up classroom work missed while absent. Studies show that there is a direct correlation between good school attendance and student achievement; therefore, it is important that parents/guardians reinforce the importance of good school attendance and make every effort to send their child to school on a regular basis.

- A. Notwithstanding *Education Code Section 48200*, a pupil shall be excused from school when the absence is: (*EC 48205*)
- (1) Due to his or her illness.
 - (2) Due to quarantine under the direction of a county or city health officer.
 - (3) For the purpose of having medical, dental, optometric, or chiropractic services rendered.
 - (4) For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
 - (5) For justifiable personal reasons, including, but not limited to, an appearance in court; attendance at a funeral service; observance of a holiday or ceremony of his or her religion; attendance at religious retreats.
 - (6) For the purpose of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in *EC § 49701*, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
 - (7) For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
- B. A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.
- C. For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.
- D. Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.
- E. "Immediate family," as used in this section, has the same meaning as that set forth in *Section 45194*, except that references therein to "employee" shall be deemed to be references to "pupil."

TARDINESS

Children should be encouraged to be prompt as part of their training. Students are expected to arrive to school on time. If a child is late, the child should bring an excuse from home to the school office. Frequent tardiness without a valid excuse is considered truancy under state law.

TRUANCY DEFINITIONS

A student is considered truant after three absences or three tardies of more than 30 minutes each time and the absences or tardies are unexcused. After a student has been reported as a truant three or more times in a school year, the student is considered a habitual truant. A student who is absent from school without a valid excuse for 10% or more of the schooldays in one school year, from the date of enrollment to the current date, is considered a chronic truant. Unexcused absences are all absences that do not fall within *EC 48205*. The text of *EC 48205* is provided above under EXCUSED ABSENCES. (*BP 5113*)

ARREST OF TRUANT/SCHOOL ATTENDANCE REVIEW BOARDS

The school attendance supervisor, administrator or designee, a peace officer, or probation officer may arrest or assume temporary custody during school hours, of any minor who is found away from his/her home and who is absent from school without valid excuse within the county, city or school district. A truant student may be referred to the School Attendance Review Board (SARB).

ABSENCE FOR CONFIDENTIAL MEDICAL SERVICES

A school district each academic year must notify pupils in grades 7 to 12, and the parents or guardians of all pupils enrolled in the district, that school authorities may excuse any pupil from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian. Notice may be included with any other notice given pursuant to Education Code.

School authorities may excuse any pupil in grades 7-12 from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian.

INSTRUCTIONAL PROGRAMS

NOTICE OF ALTERNATIVE SCHOOLS

California state law authorizes all school districts to provide for alternative schools. Education Code 58500 defines alternative school as a school or separate class group within a school which is operated in a manner designed to:

- a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
- b) Recognize that the best learning takes place when the student learns because of his/her desire to learn.
- c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his/her own time to follow his/her own interests. These interests may be conceived by him/her totally and independently, or may result in whole or in part from a presentation by his/her teacher of choices of learning projects.
- d) Maximize the opportunity for students, teachers and parents to develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process.
- e) Maximize the opportunity for the students, teachers and parents to react to the changing world including, but not limited to, the community in which the school is located.

In the event any parent, pupil, or teacher is interested in further information concerning alternative schools, the county superintendent of schools, the administrative office of this district, and the principal's office in each school have copies of the law available for your information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs. (EC 58501)

COMPREHENSIVE SEXUAL HEALTH AND HIV/AIDS PREVENTION EDUCATION – MIDDLE SCHOOL

The purpose of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act is to provide every student with the knowledge and skills necessary to protect their sexual and reproductive health from unintended pregnancy and sexually transmitted diseases. (EC 51930 through EC 51939)

The Pleasant Valley School District will provide instruction in comprehensive sexual health education, HIV/AIDS prevention education, and/or will conduct assessments on pupil health behaviors and risks in the coming school year.

Parents or guardians may:

1. Inspect the written and audiovisual educational materials used in the comprehensive sexual health and HIV/AIDS prevention education
2. Request in writing that their child not receive comprehensive sexual health or HIV/AIDS prevention education

-
3. Request a copy of *EC 51930 through EC 51939*
 4. Be informed whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by district personnel or outside consultants
 5. When the district chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV/AIDS prevention education, to be informed of:
 - a. The date of the instruction
 - b. The name of the organization or affiliation of each guest speaker

The District may administer to students in middle school anonymous, voluntary, and confidential research and evaluation instruments including tests and surveys, containing age-appropriate questions about their attitudes or practices relating to sex. Prior to administering such a research and evaluation instrument, parents/guardians shall be provided written notice of the administration. Parents/guardians shall be given an opportunity to review the research instrument and to request in writing that their child not participate.

A pupil may not attend any class in comprehensive sexual education or HIV/AIDS prevention education, or participate in any anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks, if the school has received a written request from the pupil's parent or guardian excusing the pupil from participation.

A pupil may not be subject to disciplinary action or academic penalty if the pupil's parent or guardian declines to permit the pupil to receive comprehensive sexual health education or HIV/AIDS prevention education or to participate in anonymous, voluntary, and confidential tests, questionnaires, or surveys on pupil health behaviors and risks. (*EC 51930 through EC 51939*)

CAREER COUNSELING & COURSE SELECTION

Commencing grade 7, school personnel shall assist pupils with course selection or career counseling, exploring the possibility of careers, or courses leading to careers based on the interest and ability of the pupil and not on the pupil's gender. Parents or legal guardians are notified so that they may participate in such counseling sessions and decisions. (*EC 221.5(d)*)

ACCEPTABLE USE OF TECHNOLOGY

One of the adopted goals of the Pleasant Valley School District is to assist in advancing the use of technology to enhance student learning. Access to Pleasant Valley School District technology is a privilege, not a right, and students enrolled in District programs or activities must follow District guidelines and procedures regarding acceptable use of technology. All Pleasant Valley School District students and their parents/guardians shall sign the **Acceptable Use of Technology Agreement** prior to using District technological resources. The Pleasant Valley School District shall make a diligent effort to filter the inappropriate or harmful matter accessible through the Internet, and students shall also take responsibility not to initiate access to inappropriate or harmful matter while using District technology. Violation of this policy may result in disciplinary action and the loss of the privilege to use the technology and/or civil or criminal liability. (*BP/AR/E 6163.4*)

STUDENTS WITH DISABILITIES AND SPECIAL EDUCATION

Children learn in a variety of ways, with most students learning effectively in a traditional school setting. However, sometimes children with disabilities need services beyond accommodations and modifications to the general education program. Children with disabilities may be eligible to receive special education services as determined by an Individual Education Program (*IEP*) team, which includes the student's parent. Special education services are designed to meet the unique educational needs of students with disabilities and are provided at no cost to parents. To the maximum extent appropriate, students with disabilities must be educated with their non-disabled peers in the general education environment at the school they would attend if they were not disabled.

Parents of school age children who suspect their child may have a disability, and who may need special education should contact the administrator of their local school. Assistance related to special education issues is available from your school administrator or the Special Education Programs Office at: (805) 445-8676.

Special education services are available to meet the needs of students who have been identified as having one or more disability. Each district, Special Education Local Plan Area (*SELPA*), or county office shall establish written policies and procedures for a continuous child-find system and shall actively and systematically seek out all individuals with exceptional needs, ages 0 through 21 years, including homeless and wards of state. Parents have the right to initiate a written referral for assessment to determine whether their child is eligible and requires special education services. (*EC 56301; Individuals with Disabilities Education Act (IDEA)*)

STUDENTS WITH DISABILITIES / MEDICAL CONDITIONS UNDER SECTION 504

Section 504 of the Rehabilitation Act of 1973 (Section 504) is a federal law that prohibits discrimination against individuals with disabilities in programs and activities that receive financial assistance from the U.S. Department of Education. Discrimination/harassment in any form toward individuals on the basis of their disability is unacceptable and will not be tolerated. The District will promptly investigate all complaints of disability-based discrimination/harassment and take reasonable actions to stop further recurrences. *Section 504* requires that students with disabilities be provided a free, appropriate public education. A *Section 504 Plan* may be developed for students with disabilities or medical conditions who do not need or require special education services but who may need accommodations, supplementary aids and/or services which can be provided through the general education program. Parents or guardians will be notified in writing of any District decisions concerning the identification, evaluation, and/or educational placement of students and their right to appeal these decisions under *Section 504*. For further information and/or assistance in filing a complaint regarding *Section 504*, contact the Special Education Programs Office at (805) 445-8676. (*29 USC 794, 34 CFR 104.32, 104.36*)

Through a cooperative agreement with the American Diabetes Association (ADA), the California Department of Education ensures that all California students who are classified as disabled because of diabetes will have access to legal required care during the school day. Under the agreement, each local education agency will manage the delivery of this care in the best possible way for those students whose Individualized Education Programs or 504 plan require administration of insulin and related services during the school day. A Legal Advisory spells out who may administer insulin at a school, and it requires that the local education agency must provide training in diabetes management to a volunteer, non-licensed staff member in cases when a school nurse or other licensed professional is not available.

USE OF ANIMALS

Any pupil with a moral objection to dissecting or otherwise harming or destroying an animal, or any part thereof, must inform his or her teacher of the objection. Objections must be substantiated by a note from the pupil's parent or guardian. A pupil who chooses to refrain from participation may receive an alternative education project, if the teacher believes that an adequate alternative education project is possible. The teacher may work with the pupil to develop and agree upon an alternative education project so that the pupil may obtain the knowledge, information, or experience required by the course of study in question. (*EC 32255*)

AVAILABILITY OF PROSPECTUS

Each school must annually compile a prospectus of the curriculum to include titles, descriptions and instructional goals for every course offered by the school. Each school site shall make its prospectus available for review upon request. (*EC 49063; EC 49091.14*)

MEDICAL and HEALTH INFORMATION

ADMINISTRATING MEDICATION AND MONITORING HEALTH CONDITIONS

The parent or legal guardian of any pupil taking medication on a regular basis must inform the school nurse or site health technician of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the medication on the pupil. (*EC 49480*)

ADMINISTRATION OF PRESCRIBED MEDICATION FOR PUPILS

Any pupil who is required to take, during the regular school day, medication prescribed by a California physician or surgeon, may be assisted by the school nurse or other designated school personnel or may carry and self-administer auto-injectable epinephrine or inhaled asthma medication if the school district receives a written statement of instructions from the physician detailing the method, amount and time schedules by which such medication is to be taken. A written statement from the parent or guardian asking school personnel to assist in administering the medication as set forth in the physician's statement. *(EC 49423 and EC 49423.1)*

Parents of a pupil on a continuing medication regimen for a non-contagious condition shall inform the school of the medication being taken, the current dosage and the name of the supervising physician. With parent or guardian consent, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the medication on the pupil's behavior and symptoms of any adverse side effects. *(EC 49480)*

EMERGENCY TREATMENT FOR ANAPHYLAXIS

State law requires school districts, county offices of education, and charter school to provide emergency epinephrine auto-injectors to school nurses and trained personnel and authorizes them to use epinephrine auto-injectors to provide emergency medical aid to persons suffering or reasonably believed to be suffering from a life-threatening severe allergic reaction (anaphylaxis). *(EC 49414)*

EMERGENCY INFORMATION

No school district shall be held liable for the reasonable treatment of a student without the consent of the parent/guardian when the student requires medical treatment and the parent/guardian cannot be reached, unless a written objection to medical treatment has been filed with the school district. *(EC 49407)*

The School District does not carry medical or dental insurance for students injured on school premises while under school jurisdiction or through school district activities. The district does provide information for a reasonably priced medical and dental insurance plan to parents. Student accident insurance is optional. *(EC 49472)*

ENTRANCE HEALTH SCREENING

State law requires that the parent or legal guardian of each pupil provide the school documentary proof that the pupil has received a health screening examination by a doctor within 90 days after entrance to first grade. Pupils may be excluded up to 5 days from school for failing to comply or not providing a waiver. Free health screening is available through the local health department. *(HSC 124085, HSC 124100, and HSC 124105)*

IMMUNIZATION

Students must be immunized against certain communicable diseases. Students are prohibited from attending school until the immunization requirements are met for age and grade. The School District shall cooperate with local health officials in measures necessary for the prevention and control of communicable diseases in school age children. The district may use any funds, property, or personnel and may permit any person licensed as a physician or registered nurse to administer an immunizing agent to any student whose parents have consented in writing. *(EC 49403, 48216, HSC 120335, HSC 120365, and HSC 120370)*

Beginning January 1, 2016, parents of students in any school, will no longer be allowed to submit a personal beliefs exemption to a currently required vaccine. A personal beliefs exemption on file at school prior to January 1, 2016 will continue to be valid until the student enters the next grade span at kindergarten (including transitional kindergarten) or 7th grade.

Students are not required to have immunizations if they attend a home-based private school or an independent student program and do not receive classroom-based instruction. The immunization requirements do not prohibit students from accessing special education and related services, required by their individualized education programs.

A student not fully immunized may be temporarily excluded from a school or other institution when that child has been exposed to a specified disease and whose documentary proof of immunization status does not show proof of immunizations against one of the communicable diseases described above.

Immunization Medical Exemptions, a parent or guardian must submit a written statement from a licensed physician, Medical Doctor (MD) or Doctor of Osteopathic (DO) which states: 1) That the physical condition or medical circumstances of the child are such that the required immunization(s) is not indicated. 2) Which vaccines are being exempted. 3) Whether the medical exemption is permanent or temporary. 4) The expiration date, if the exemption is temporary.

ORAL HEALTH ASSESSMENT

Record of a dental assessment done by a dental professional is required for all kindergarteners and first graders attending public school for the first time. Dental assessments must be completed in the 12 months prior to entry or by May 31st of the pupil's first school year. (EC 49452.8)

VISION, HEARING, AND SCOLIOSIS SCREENING

The State requires school districts to conduct vision, hearing, and scoliosis screening for all students in the following grades (EC 49452 and 49452.5):

<u>Vision screening:</u>	Kindergarten (TK), 2 nd , 5 th , 8 th , new to California, and teacher referrals
<u>Hearing screening:</u>	Kindergarten (TK), 2 nd , 5 th , 8 th , new to California, and teacher referrals
<u>Scoliosis screenings:</u>	7 th grade girls and 8 th grade boys

PHYSICAL EXAMINATION

A parent or guardian may file annually with the school principal a written statement, signed by the parent or legal guardian, withholding consent to a physical examination of the pupil. However, whenever there is good reason to believe that the pupil is suffering from a recognized contagious or infectious disease, the pupil shall be sent home and shall not be permitted to return until school authorities are satisfied that the contagious or infectious disease no longer exists. (EC 49451)

CONCUSSION AND HEAD INJURIES

A concussion is a brain injury that can be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. A school district, charter school, or private school that elects to offer an athletic program must immediately remove from a school-sponsored athletic activity for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during that activity. The athlete may not return to that activity until he or she is evaluated by, and receives written clearance from, a licensed health care provider. If the licensed health care provider determines the athlete has a concussion or head injury, the athlete shall also complete a graduated return-to-play protocol of no less than 7 days in duration under the supervision of a licensed health care provider. On a yearly basis, a concussion and head injury information sheet must be signed and returned by the athlete and the athlete's parent or guardian before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular school day or as part of a physical education course. (EC 49475)

SCHOOL SAFETY and FACILITIES

ASBESTOS MANAGEMENT PLAN

The District maintains and annual updates its management plan for asbestos-containing material in school buildings. It may be reviewed at the District Office. (40 CFR Section 763.93)

BICYCLE HELMET LAW

A person under 18 years of age shall not operate a bicycle, a non-motorized scooter, skateboard or wear in-line or roller skates, nor ride as a passenger upon a bicycle, a non-motorized scooter, or a skateboard upon a street,

bikeway, or any other public bicycle path or trail unless that person is wearing a properly fitted and fastened bicycle helmet that meets specified standards. (VC Section 21212)

PESTICIDE PRODUCTS

The Healthy Schools Act of 2000 requires all California school districts to notify parents, guardians and staff members of pesticides they may apply during the year. The following table contains information about pesticides that we may use. Many of these products have active ingredients which are derived from plants and natural materials. For example, Green Match is an organic herbicide. The active ingredient, d-limonene, comes from lemongrass oil.

Pleasant Valley School District practices Integrated Pest Management, a system of controlling pests by combining biological, cultural, mechanical, and physical control methods in a way that eliminates or minimizes the use of chemicals. Use of the products listed below will only take place after alternative methods have been considered. Pesticide treatments will take place only after proper notification and posting of warning signs. Additionally, pesticide applications are timed to ensure student safety. Pesticides are only sprayed on weekends, non-student days, or after school hours. Products are selected with student safety as the top priority. Parents, guardians, and staff members may request to be notified of individual pesticide applications before these occur.

Common Name of Pesticide	Active Ingredient(s)	Target Pest(s)
Advion Gel	Indoxacarb	Ants, cockroaches, crawling insects
Eaton Answer for Gophers	Diphacinone	Gophers
Eco Exempt D Insecticide	Boric acid	Crawling insects
Eco Exempt KO Insecticide	2-Phenethyl propionate, Eugenol	Flying insects, like wasps
Fiesta	Iron HEDTA	Weeds
Green Match	d-limonene	Weeds
Mecomec	Potassium salt of propionic acid	Broadleaf weeds, like clover
Roundup ProMax	Glyphosate, N-glycine	Weeds
Speedzone Southern	2,4-D; Mecoprop-p acid; Dicamba	Broadleaf weeds, like clover
Suspend SC	Deltamethrin	Ants and spiders
Termidor	Fipronil	Ants
Turflon Ester	Triclopyr	Grassy weeds

It is the goal of PVSD to provide the safest and lowest risk approach to controlling pest and weed problems while protecting people, the environment and property. If you have any questions or concerns, or to obtain a copy of all pesticide products and expected use at PVSD school facilities during the year, please contact Chris Johnston - Facilities, Maintenance, and Operations Director, at cjohnston@pvsd.k12.ca.us. You can find more information on the pesticides noted above, and pesticide use reduction at the State of California Department of Pesticide Regulation’s website, <http://www.cdpr.ca.gov>. (EC 17612)

SCHOOL SAFETY PLAN/DISASTER PREPAREDNESS EDUCATIONAL MATERIALS

Each Pleasant Valley School District school site has a Comprehensive School Safety Plan, which includes a disaster preparedness plan and emergency procedures. Copies are available to read at each school office. Fire and emergency drills are held periodically at each school.

The California Department of Education (CDE) is now required to electronically distribute disaster preparedness educational materials to school districts and county offices of education in, at least, the three most dominant primary languages spoken by English learners in California. Documents are posted on the CDE website at: <http://www.cde.ca.gov/ls/ss/cp/pupilsafetyeducmat.asp>. (EC 32280 et seq., EC 32282.5)

SEX OFFENDER NOTIFICATION - “MEGAN’S LAW”

Information about registered sex offenders in California can be found on the California Department of Justice’s website, <http://meganslaw.ca.gov/>. The website also provides information on how to protect yourself and your family, facts about sex offenders, frequently asked questions, and sex offender registration requirements in California.

SUN SAFETY

Students shall be encouraged to take reasonable measures to protect their skin and eyes from exposure to the sun while on campus, attending school-sponsored activities, or under the supervision and control of district employees. Pupils may use sunscreen during the school day without a physician's note or prescription. (EC 35183.5)

TOBACCO-FREE CAMPUS

The District has adopted and enforces a tobacco-free campus policy. Smoking or use of any tobacco-related products and disposal of any tobacco-related waste within 25 feet of a school playground, except on a public sidewalk located within 25 feet of the playground is prohibited. (HSC 104420, HSC 104495)

SCHOOL BUS SAFETY

All students who are transported shall receive instruction on school bus safety (i.e., a list of school bus stops near each pupil's home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops). Prior to departure on a school activity trip, all pupils riding on a school bus or school activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. (EC 39831.5)

SAFE PLACE TO LEARN ACT

The Pleasant Valley School District is committed to maintaining a learning environment that is free from discrimination, harassment, violence, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to school activity or school attendance occurring within a school of the school district may be subject to disciplinary action up to and including expulsion. To report an incidence and/or to receive a copy of the district's antidiscrimination, anti-harassment, anti-intimidation, and anti-bullying policies, please contact the District Office. (EC 234, EC 234.1)

SEXUAL HARASSMENT: STUDENTS

The Governing Board is committed to maintaining a learning and working environment that is free from harassment. Sexual harassment is a form of sex discrimination under Title IX of the Education Amendments of the Civil Rights Act of 1972 and is prohibited by both Federal and State Law. Therefore, the Ventura County Board of Education prohibits sexual harassment in all schools and facilities within the organization. PVSD regards sexual harassment as improper, immoral, illegal, and such actions will not be tolerated. Any student who engages in sexual harassment of anyone in or from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits, engages in, or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. For a copy of the district's sexual harassment policy or to report incidents of sexual harassment, please contact the Title IX Coordinator at (805) 445-8676. (EC 231.5, EC 48980)

MISSING CHILDREN

It is required that specified persons, including school teachers, administrators, aides, playground workers and bus drivers, report missing children to a law enforcement agency in a timely manner. (EC 49370)

CHILD ABUSE AND NEGLECT REPORTING

Staff of the Pleasant Valley School District is required by law to report cases of child abuse and neglect whenever staff have a reasonable suspicion. Staff may not investigate to confirm the suspicion. Both the staff name and the report itself are confidential and cannot be disclosed except to authorized agencies. (PC 11164 et seq.)

The District is committed to protecting all students in its care. All employees are considered mandated reporters, required by law to report cases of child abuse and neglect whenever there is reasonable suspicion abuse or neglect has occurred. District employees may not investigate to confirm a suspicion.

All complaints must be filed through a formal report, over the telephone, in person, or in writing, with an appropriate local law enforcement agency (i.e. Police or Sheriff's Department, County Probation Department, or County Welfare Department/County Child Protective Services). Both the name of the person filing the complaint and the report itself are confidential and cannot be disclosed except to authorized agencies.

Parents and guardians of students also have a right to file a complaint against a school employee or other person that they suspect has engaged in abuse of a child at a school site. Complaints may be filed with the local law enforcement agency; you may also notify VCOE of an incident by contacting:

Dr. Paul M. Marietti
Assistant Superintendent, Human Resources
600 Temple Ave. Camarillo, CA 93010 (805) 445-8610

Child abuse does not include an injury caused by any force that is reasonable and necessary for a person employed by or engaged in a school:

1. To stop a disturbance threatening physical injury to people or damage to property;
2. For purposes of self-defense;
3. To obtain possession of weapons or other dangerous objects within control of a student;
4. To exercise the degree of control reasonably necessary to maintain order, protect property, protect the health and safety of pupils, and maintain proper and appropriate conditions conducive to learning.

SCHOOL ACCOUNTABILITY REPORT CARD

The District is required to annually issue a School Accountability Report Card for each school. A copy of a school's Report Card is available upon request at the school site and on the Internet at: www.pvsd.k12.ca.us. (EC 35256)

SCHOOL VISITORS

The Pleasant Valley Board of Trustees encourages visits to the schools and programs operated by the Pleasant Valley School District by parents/guardians, members of the community, and other interested persons in order to view the education program and facilities. Parents, community members, and other interested persons may attend school programs such as open house occasions, special program events, and observe classroom activities.

All campus visitors must have the consent and approval of the principal/designee. Permission to visit must be given at the time requested if all possible or within a reasonable period of time following the request. Children who are not enrolled at the school are not to be on the campus unless prior approval of the principal has been obtained. Visitors may not interfere, disrupt or cause substantial disorder in any classroom or school activity. Visitors are expected to:

- Follow the established school policy in requesting a classroom visitation
- Complete a visitor's permit upon arrival at the site
- Principal and his/her designee will make decision to accompany visitor.
- Visitors related to a Special Education referral must be accompanied by a Special Education coordinator or designee.
- Enter and leave the classroom as quietly as possible
- Not converse with the students, teacher and/or instructional aides during the visitation
- Not interfere with any school activity
- Keep the length and frequency of classroom visits reasonable
- Follow the school's established procedures for meeting with the teacher and/or principal after the visit, if needed
- Return the visitor's permit to the point of origin before leaving the campus.

Any individual who disrupts a school site or fails to follow school rules and/or procedures is subject to removal from the school site and may be further restricted from visiting the school. (EC 32211, EC 51101(a) (12), PC 627.6)

Any person who willfully disturbs a public school or a public school meeting is guilty of a misdemeanor, and may be punished by a fine of not more than \$500. (*EC 32210*)

CUSTODY ISSUES

Custody disputes must be handled by the courts. The school has no legal jurisdiction to refuse a biological parent access to his/her child and/or school records. The only exception is when signed restraining orders or proper divorce papers, specifically stating visitation limitations, are on file in the school office. Any student release situation, which leaves the student's welfare in question, will be handled at the discretion of the site administrator or designee. Should any such situation become a disruption to the school, law enforcement will be contacted and an officer requested to intervene. Parents are asked to make every attempt not to involve school sites in custody matters. The school will make every attempt to reach the custodial parent when a parent or any other person not listed on the emergency card attempts to pick up a child.

SCHOOL RULES and STUDENT DISCIPLINE

ELECTRONIC LISTENING OR RECORDING DEVICE

The use by any person, including a pupil, of any electronic listening or recording device in any classroom without the prior consent of the teacher and the principal is prohibited as it disrupts and impairs the teaching process and discipline in the schools. Any person, other than the pupil, willfully in violation shall be guilty of a misdemeanor. Any pupil in violation shall be subject to appropriate disciplinary action. (*EC 51512*)

LASER POINTERS

It is a crime for any student to possess a laser pointer on any elementary or secondary school premise, unless possession is for valid instructional or other school-related purpose. This section further prohibits directing the beam of a laser pointer into the eyes of another, or the driver of a moving vehicle, or into the eyes of a guide dog. (*PC Section 417.27*)

PROPERTY DAMAGE

Parents or guardians may be held financially liable if their child willfully damages school property or fails to return school property loaned to the child. The school may further withhold the grades, diploma, and transcript of the pupil until restitution is paid. (*EC 48904, AR 5125.2*)

DRESS CODE

Schools may adopt and enforce a reasonable dress code policy that requires pupils to wear a school wide uniform or prohibits the wearing of "gang-related clothing" if it is determined that it is necessary for the health and safety of the school environment. (*EC 35183*)

ELECTRONIC NICOTINE DELIVERY SYSTEMS (e-cigarettes)

Pleasant Valley School District prohibits the use of electronic nicotine delivery systems (ENDS) such as e-cigarettes, hookah pens, cigarillos, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products on all County property and in County vehicles at all times. ENDS are often made to look like cigarettes, cigars and pipes, but can also be made to look like everyday items such as pens, asthma inhalers and beverage containers. These devices are not limited to vaporizing nicotine; they can be used to vaporize other drugs such as marijuana, cocaine, and heroin.

Section 119405 of the Health and Safety Code prohibits the sales of e-cigarettes to minors which means that students should not be in possession of any such devices. Students using, in possession of, or offering, arranging or negotiating to sell ENDS can be subject to disciplinary action, particularly because ENDS are considered drug paraphernalia, as defined by 11014.5 of the Health and Safety Code.

ELECTRONIC SIGNALING DEVICE

By policy or practice the Ventura County Office of Education may regulate the right of pupils to possess or use electronic signaling devices, including cell phones and pagers, during the school day or at school functions. No student may be prohibited from possessing or using an electronic signaling device that is determined by a

licensed physician to be essential for the health of the pupil and the use of which is limited to the pupil's health. (EC 48901.5)

RULES & PROCEDURES ON STUDENT DISCIPLINE

School rules establish a standard of conduct that promotes a safe, orderly, and positive school environment. School rules and procedures regarding student discipline have been developed by representative school committees. School districts may prescribe procedures to provide written notice to pupils, parents or guardians regarding school discipline rules and procedures. Students must obey all school and classroom rules. (EC 35291, EC 35291.5, EC 48980(a))

Students are required to conform to school regulations, obey all directions, be diligent in study and respectful to teachers and others in authority, and refrain from the use of profane and vulgar language. Teaching staff shall hold pupils to strict account for their conduct on the way to and from school, on the playgrounds, or during recess. (EC 44807, 5 CCR Section 300)

Parents or guardians may be required to attend a portion of a school day in his or her child's classroom if the student has been suspended for violating EC 48900 (j) Obscene Act or Profanity or (k) Disrupted School Activities or Willful Defiance. Parents will be notified of this policy by the school principal. (EC 48900.1)

SEARCH OF SCHOOL LOCKERS

School lockers remain the property of the Pleasant Valley School District even when assigned to students. The lockers are subject to search whenever the District finds a need to do so. The use of the school locker for other than school-related purposes is prohibited.

MANDATORY EXPULSION VIOLATIONS

Schools shall immediately suspend and recommend expulsion for students that commit any of the following acts at school or at a school activity off school grounds:

1. Possessing, selling, or otherwise furnishing a firearm.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault.
5. Possession of an explosive.

The school board shall order the student expelled upon finding that the student committed the act. (EC 48915)

WEAPONS AND DANGEROUS INSTRUMENTS

The Governing Board desires students and staff to be free from the fear and danger presented by firearms and other weapons. The Board therefore prohibits any person other than authorized law enforcement or security personnel from possessing weapons, imitation firearms (a BB device can be considered an imitation firearm), or dangerous instruments of any kind in school buildings, on school grounds or buses, or at a school-related or school-sponsored activity away from school.

Students possessing or threatening others with a weapon, dangerous instrument of imitation firearm are subject to and/or expulsion in accordance with law, board policy and administrative regulations.

The principal or designee shall notify law enforcement authorities when any student possesses a weapon or commits any act of assault with a firearm or other weapon. The penal code makes it a criminal offense to openly display or expose any imitation firearm in a public place, including a public school. (20 USC 7151; EC 48900.1, EC 48902; PC 245, PC 417.4, PC 616.10, PC 626.9, PC 12550, PC 12555, PC 12556)

SUSPENSION AND EXPULSION

GROUND FOR SUSPENSION AND EXPULSION

A pupil may not be suspended from school or recommended for expulsion unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of the subdivisions (a) to (r), inclusive:

-
-
- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person, or (2) Willfully used force or violence upon the person of another, except in self-defense.
 - (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
 - (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (*commencing with Section 11053*) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
 - (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (*commencing with Section 11053*) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
 - (e) Committed or attempted to commit robbery or extortion.
 - (f) Caused or attempted to cause damage to school property or private property.
 - (g) Stolen or attempted to steal school property or private property.
 - (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
 - (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
 - (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in *Section 11014.5 of the Health and Safety Code*.
 - (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph shall become inoperative on July 1, 2018, unless a later enacted statute that becomes operative before July 1, 2018, deletes or extends that date.
 - (l) Knowingly received stolen school property or private property.
 - (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
 - (n) Committed or attempted to commit a sexual assault as defined in *Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code* or committed a sexual battery as defined in *Section 243.4 of the Penal Code*.
 - (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
 - (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
 - (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal

degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events.

(r) Engaged in an act of bullying For purposes of this subdivision, the following terms have the following meanings:

1. “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in *Section 48900.2, 48900.3, or 48900.4*, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

- A. Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.
- B. Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
- C. Causing a reasonable pupil to experience substantial interference with his or her academic performance.
- D. Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

2.(A) “Electronic act” means the transmission, by means of an electronic device, including, but not limited to a telephone, wireless telephone or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

(i) A message, text, sound, video, or image.

(ii) A post on a social network Internet Web site, including, but not limited to:

(I) Posting to or creating a burn page. “Burn page” means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(iii) An act of cyber sexual bullying.

(I) For purposes of this clause, “cyber sexual bullying” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

(II) For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

3. "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

(s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

1. While on school grounds.
2. While going to or coming from school.
3. During the lunch period whether on or off the campus.
4. During, or while going to or coming from, a school sponsored activity.

(t) A pupil who aids or abets, as defined in *Section 31 of the Penal Code*, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

(u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.

(v) For a pupil subject to discipline under this section, a superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion, that are age appropriate and designed to address and correct the pupil's misbehavior as specified in *Section 48900.5*.

(w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against any pupil who is truant, tardy, or otherwise absent from school activities. (*EC 48900*)

SEXUAL HARASSMENT

A pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in *Section 212.5*.

The conduct described in *Section 212.5* must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive. (*EC 48900.2*)

HATE VIOLENCE

A pupil in any of grades 4 to 8, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate violence, as defined in *subdivision (e) of Section 233*. (*EC 48900.3*)

HARASSMENT, THREATS OR INTIMIDATION

A pupil enrolled in any of grades 4 to 8, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment. (*EC 48900.4*)

LIMITATIONS ON IMPOSING SUSPENSION

Suspension, including supervised suspension as described in *Section 48911.1*, shall be imposed only when other means of correction fail to bring about proper conduct. A school district may document the other means

of correction used and place documentation in the pupil's record, which may be access pursuant to Section 49069. However, a pupil, including an individual with exceptional needs, as defined in *Section 56026*, may be suspended, subject to Section 1415 of Title 20 of the United States Code, for any of the reasons enumerated in *Section 48900* upon a first offense, if the principal or superintendent of schools determines that the violated subdivision (a), (b), (c), (d), or (e) of Section 48900 or that the pupil's presence causes a danger to persons (*EC 48900.5*)

TERRORISTIC THREATS

A pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.

Terroristic threat shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. (*EC 48900.7*)

CIRCUMSTANCES FOR RECOMMENDING EXPULSION

(a) (1) Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct: Causing serious physical injury to another person, except in self-defense.

A. Possession of any knife or other dangerous object of no reasonable use to the pupil.

B. Possession of any knife or other dangerous object of no reasonable use to the pupil.

C. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following:

i. The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.

ii. The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.

D. Robbery or extortion.

E. Assault or battery, as defined in *Sections 240 and 242 of the Penal Code*, upon any school employee.

(2) If the principal or the superintendent of schools makes a determination as described in paragraph (1), he or she is encouraged to do so as quickly as possible to ensure that the pupil does not lose instructional time.

(b) Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel shall be based on a finding of one or both of the following:

(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.

(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

(c) The principal or superintendent of schools shall immediately suspend, pursuant to *Section 48911*, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:

Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if possessing an imitation firearm, as defined in subdivision (m) of *Section 48900*, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (e), may be imposed..

- (1) Brandishing a knife at another person.
- (2) Unlawfully selling a controlled substance.
- (3) Committing or attempting to commit a sexual assault as defined in *subdivision (n) of Section 48900* or committing a sexual battery as defined in *subdivision (n) of Section 48900*.
- (4) Possession of an explosive.

(d) The governing board shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c), and shall refer that pupil to a program of study that meets all of the following conditions:

- (1) Is appropriately prepared to accommodate pupils who exhibit discipline problems.
- (2) Is not provided at a comprehensive middle, junior, or senior high school, or at any elementary school.
- (3) Is not housed at the school site attended by the pupil at the time of suspension.

(e) Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of *Section 48918*, the governing board may order a pupil expelled upon finding that the pupil, at school or at a school activity off of school grounds violated subdivision (f), (g), (h), (i), (j), (k), (l), or (m) of *Section 48900*, or *Section 48900.2*, *48900.3*, or *48900.4*, and either of the following:

- (1) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- (2) That due to the nature of the violation, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

(f) The governing board shall refer a pupil who has been expelled pursuant to subdivision (b) or (e) to a program of study which meets all of the conditions specified in subdivision (d). Notwithstanding this subdivision, with respect to a pupil expelled pursuant to subdivision (e), if the county superintendent of schools certifies that an alternative program of study is not available at a site away from a comprehensive middle, junior, or senior high school, or an elementary school, and that the only option for placement is at another comprehensive middle, junior, or senior high school, or another elementary school, the pupil may be referred to a program of study that is provided at a comprehensive middle, junior, or senior high school, or at an elementary school.

(g) As used in this section, "knife" means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade fitted primarily for stabbing, a weapon with a blade longer than 3½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.

(h) As used in this section, the term "explosive" means "destructive device" as described in *Section 921* of Title 18 of the United States Code.

NONDISCRIMINATION IN DISTRICT PROGRAMS & ACTIVITIES

The Pleasant Valley School District is committed to providing a working and learning environment that is free from discrimination and harassment based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these

actual or perceived characteristics. Harassment under *Title IX* (sex), *Title VI* (race, color, or national origin), and *Section 504* and *Title II of ADA* (mental or physical disability) is a form of unlawful discrimination that will not be tolerated by the District. Harassment is intimidation or abusive behavior toward a student/employee that creates a hostile environment, and that can result in disciplinary action against the offending student or employee. Harassing conduct can take many forms, including verbal acts and name-calling, graphic and written statements, or conduct that is physically threatening or humiliating. (*EC 200, et seq; 5 CCR 4900, et seq; 20 USC 1681, et seq; 29 USC 794; 42 USC 2000(d), et seq.; 42 USC 12101, et seq.*)

This nondiscrimination policy covers admission or access to, or treatment or employment in, District programs and activities, including vocation education. The District assures that lack of English language skills will not be a barrier to admission or participation in District programs. Complaints of unlawful discrimination are investigated through the Uniform Complaint Process. Such complaints must be filed no later than six months after knowledge of the alleged discrimination was first obtained. For a complaint form or additional information, contact the District Office. Additional information prohibiting other forms of unlawful discrimination, inappropriate behavior and/or hate crimes may be found in other District policies available at the District Office. It is the intent of the District that all such policies be read consistently to provide the highest level of protection from unlawful discrimination in the provisions of educational services and opportunities. The District prohibits retaliation against anyone who files a complaint or who participates in a complaint investigation.

For inquiries or complaints related to discrimination or harassment based on student's sex (*Title IX*); sexual orientation or gender identity (*Title VI*); or mental or physical disability (*Section 504*); inquiries regarding this nondiscrimination policy or the filing of discrimination/harassment complaints may be directed to the District's Title IX coordinator, 600 Temple Avenue, Camarillo, CA 93010, (805) 445-8676. For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

Teachers and other school personnel shall discuss this policy with students in age-appropriate ways and will assure students that they need not endure any form of discrimination/harassment. (*EC 200, et seq., EC 48900, EC 48900.2, EC 48980*)

OTHER IMPORTANT INFORMATION

UNIFORM COMPLAINT PROCEDURES

The Governing Board recognizes that the District is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The District shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the District's uniform complaint procedures

The Uniform Complaint Procedures apply to the filing, investigation and resolution of complaints regarding alleged: 1) failure to comply with federal or state law or regulations governing adult education, consolidated categorical aid programs, migrant education, vocational education, child care and developmental programs, child nutrition programs and special education programs; 2) unlawful discrimination against any protected group as identified under Education Code section 200 and 220 and Government Code section 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by a local agency, which is funded directly by, or that receives or benefits from any state financial assistance; 3) failure to comply with school safety planning requirements as specified in Section 7114 of Title 20 of the United States Code; 4) unlawful discrimination, harassment, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics; and 5) unlawful imposition of pupil fees for participation in educational activities in public schools.

A complaint must be filed no later than six months from the date the complainant first obtains knowledge of the concern. These uniform procedures require the complainant to submit a written complaint to Human Resources who will coordinate an investigation and response within 60 days of receipt of the written complaint, unless the complainant agrees in writing to extend the time line. A complainant may appeal the District's decision to the California Department of Education (CDE) by filing a written appeal within 15 days after receiving the District's decision. The CDE may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in *Section 4650 of Title 5 of the California Code of Regulations* exists; including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district. If a district is found to have violated a State or Federal law and/or regulation, and the District does not take corrective action to comply, then various civil remedies may be available. Contact the District Office for additional information or assistance.

The Governing Board designates the following compliance officers to receive and investigate complaints and ensure district compliant with law:

Parent and Employee Complaints

Dr. Paul M. Marietti
Assistant Superintendent Human Resources
600 Temple Avenue
Camarillo, California 93010

Student Complaints

Carol Bjordahl
Director, Student Services
600 Temple Avenue
Camarillo, California 93010

WILLIAMS UNIFORM COMPLAINT PROCEDURES

Every school must provide sufficient textbooks and instructional materials. Every student, including English learners, must have textbooks or instructional materials, or both, to use at home or after school. School facilities must be clean, safe, and maintained in good repair. There should be no teacher vacancies or misassignments. If a school is found to have deficiencies in these areas, and the school does not take corrective action, then a complaint form may be obtained at the school office or district office. Parents, students, teachers or any member of the public may submit a complaint regarding these issues. However, it is highly encouraged that individuals express their concerns to the school principal before completing the complaint forms to allow the school to respond to these concerns.

FOSTER AND HOMELESS YOUTH – Designated District Liaison – Carol Bjordahl, 445-8676

The District is required to ensure pupils in foster care receive stable school placements which are in the best interests of the child, placement in least restrictive educational programs, access to academic resources, services, and extracurricular and enrichment activities available to all pupils, full and partial credits for coursework taken, and meaningful opportunity to meet state pupil academic achievement standards. School enrollment is not contingent upon receipt of a student's academic or medical records. (*EC 48850, et seq.*)

The District liaison is required to ensure parents of homeless pupils are informed of educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children.

The federal McKinney-Vento Homeless Assistance Act ensures educational rights and protections for children and youth experiencing homelessness. This includes children and youth who are living with a friend, relative or someone else because the family has lost their housing; children and youth staying in a motel or hotel due to lack of adequate alternative accommodations; children and youth living in an emergency or transitional shelter or a domestic violence shelter; and children and youth who are living in cars, parks, public spaces abandoned buildings, etc. It is the policy of Congress that students in homeless situations shall have access to the education and other services they need to ensure they have an opportunity to meet the same challenging State student academic achievement standards to which all students are held.

Notification may address:

- 1) circumstances for eligibility (e.g., living in a shelter; in a motel, hotel, or weekly rate housing; in a house or apartment with more than one family because of economic hardship or loss; in an abandoned building; in a car; at a campground or on the street; in temporary foster care or with an adult who is not the parent or

-
- guardian; in substandard housing; or with friends or family because student is a runaway or unaccompanied youth);
- 2) right to immediate enrollment in school of origin or school where currently residing without proof of residence, immunization records or tuberculosis skin-test results, school records, or legal guardianship papers;
 - 3) right to education and other services (e.g., to participate fully in all school activities and programs for which a child is eligible; to qualify automatically for nutrition programs; to receive transportation services; and to contact liaison to resolve disputes that arise during enrollment). (*42 USC, 11432*)

FREE & REDUCED PRICE MEALS

Free or reduced price meals are available at school for pupils whose parents or legal guardians qualify, based on annual household income, and complete the required online application at www.pvsd.k12.ca.us/domain/34. Paper applications may be obtained at the school or District office. (*EC 48980(b), EC 49510, EC 49520*)

MINIMUM AND PUPIL-FREE STAFF DEVELOPMENT DAYS

Parents and guardians of all pupils are to be informed of the schedule of minimum days and pupil-free staff development days. If minimum or pupil-free staff development days are scheduled after the start of the school year, the school should notify parents and guardians of affected pupils as early as possible, but not later than one month prior to the scheduled day.

SURVEYS

Anonymous, voluntary and confidential research and evaluation tools to measure student's health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the student's attitudes and practices relating to sex, family life, morality, and religion may be administered to students if the parents are notified in writing that:

- 1) this test, questionnaire, or survey is to be administered,
- 2) the student's parent is given the opportunity to review the test, questionnaire, or survey, and
- 3) the parent consents in writing. (*EC 51513*)

STUDENT ACCIDENT INSURANCE INFORMATION

The District **does not provide medical, accident or dental insurance** for pupils injured on school premises or through school activities. For as little as **\$11/yr.** your child could have coverage. Please go online at www.peinsurance.com, click on "products", then "health insurance" to apply.

